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4 December 1981

MEMORANDUM FOR: Director of Central Intelligence

VIA: Deputy Director of Central Intelligence

DD/A REGISTRYFROM: Harry E. Fitzwater
Deputy Director for Administration**FILE:**

OAM-1

SUBJECT: Weekly Report for Period Ending 4 December 1981

1. Progress reports on tasks assigned by the DCI/DDCI:

a. Components within each of the Directorates are working on their suggestions for travel reduction; suggestions will be incorporated into a plan for submission to the DCI/DDCI on 15 December. ☐

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b. The Director of Security (D/OS) is taking action requested by the DDCI on an article which appeared in the New York Magazine--the response will be forwarded next week; D/OS is also working on the article which appeared in the Foreign Report; we plan to have a response to the DDCI by mid-December. ☐

2. Items/Events of major interest:

d. We have been closely monitoring the implementation of benefits included in the ☐ In this connection, we have adopted Danger Pay providing 25% of base pay for serving in ☐ and 20% for ☐ effective 28 September 1981. We have also adopted the employee option for Separate Maintenance Allowance, effective 19 August 1981. Since the Office of General Counsel has ruled that we cannot adopt, without special legislation, the benefit concerning visitation travel by children of divorced parents, we are anxiously awaiting the passage of the Intelligence Authorization Bill which will give us the latitude to adopt ☐ benefits without any difficulty. The Agency's

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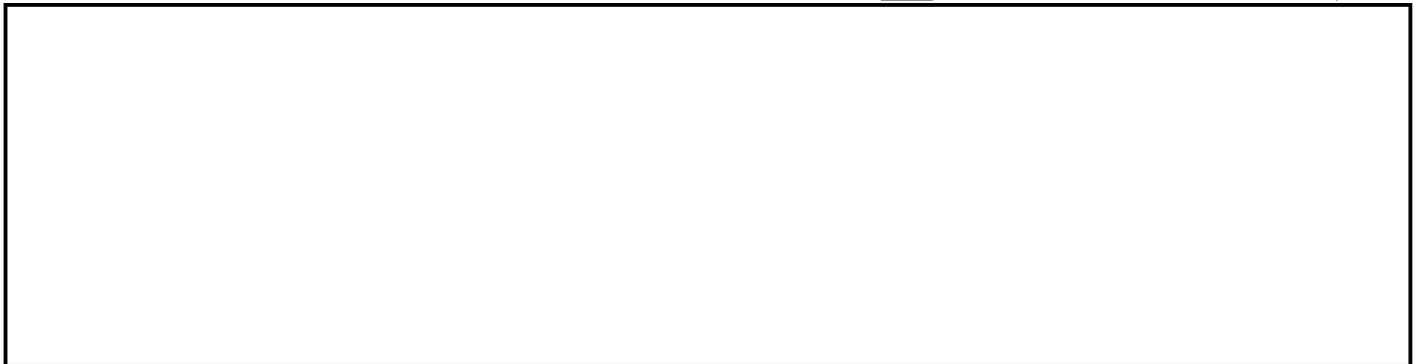
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Travel Policy Committee is preparing draft regulations for additional benefits as further incentives for overseas and domestic service; we will provide additional information on these benefits as they are developed. ☐ A9c5.1

e. Representatives of the Office of Medical Services participated in an Operation SAFEHAVEN Orientation presented to the Commanding Officer of the Marine Security Guard School at Quantico on 1 December. The SAFEHAVEN Project involves the protection of employees abroad during a crisis. ☐

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g. At NFAC's request, representatives from the Office of Security provided to six members of the ☐ a briefing on security considerations involved in the functioning of an analytical intelligence organization. ☐ A9b(3)

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h. On 25 November, representatives of the Building Planning Staff met with the Council of Governments (COG), a nonprofit advisory organization on planning issues serving Virginia, Maryland, and D.C. The COG was primarily concerned with possible traffic problems that could be created by the Agency's proposed new building. In response to these concerns, the Agency's traffic consultant will meet with selected individuals to provide an in-depth traffic analysis review. ☐

i. A briefing was provided on the Agency's Master Development Plan to representatives of the McLean Citizens Association on 27 November and 2 December; the meetings went well. Traffic impact on the community is a major concern. ☐

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3. Significant events anticipated during the coming week:

a. The DDA, with the Director of Personnel, will co-host a luncheon at Headquarters on 9 December for the Director General of the Foreign Service, Joan M. Clark. ☐

b. The DDA will address the FEI Senior Executive Education Program participants at Headquarters on 9 December. ☐

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c. On 11 December, we will be hosting a reception and dinner for 16 Ambassadors and Deputy Chiefs of Mission who will be participants in the Ambassadorial Seminar. ☐

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Harry E. Fitzwater

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